

MEETING TITLE

Otterpool Park: Collaboration Board

DATE

14 February 2018

TIME

9:30 AM

LOCATION

Arcadis House, York Way, London N1 9AB

PARTICIPANTS

Andy Jarrett, Shepway DC (AJ)
Julia Wallace, Shepway DC (JW)
Jenny Hollingsbee, Shepway DC (JH)
Liz Whittaker, Cozumel Estates (LW)
Garrett Peters, Cozumel Estates (GP)

PROFESSIONAL TEAM REPRESENTATIVES

Rebecca Kearney, Arcadis (RK)

Keith Perry, Arcadis (KP)

Tom Vernon, Quod (TV)

IN ATTENDANCE

Suncica Pekic, StageCoach (SP)

Max Taylor, StageCoach (MT)

APOLOGIES

John Bunnett, Shepway DC (JB)

Patrick O'Driscoll, Cozumel Estates (POD)

Sarah Wilkes, Arcadis (SW)

ACTION

WHO

WHEN

1. South Eastern Trains Franchise - StageCoach

1.1 The Board received a presentation from representatives of a bidder for the South Eastern Trains Franchise, StageCoach.

2. Agreement of notes of the Collaboration Board held on 17th January 2018

2.1 Subject to final review by the Board, the notes were agreed as a correct record of the meeting held on 17th January 2018.

3. Business Plan

3.1 The Board discussed the requirements for a marketing plan as a key first component of the Business Plan for Otterpool Park.

3.2 It was agreed that each Board member plus the professional team think of ideas for the Vision for Otterpool Park to be considered at the next Project Board meeting on 28th February.

All

23 Feb 2018

4. Shepway DC January 2018 Cabinet report on delivery

4.1 The Board received an update on the report and recommendations approved by Shepway DC Cabinet on 31 January 2018.

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Incorporating

EC HARRIS
BUILT ASSET
CONSULTANCY

Hyder

ACTION	WHO	WHEN
5. Planning Update		
5.1		
The Board received an update on planning matters including the recent Place Panel held on 12 February 2018.		
5.2		
The Board confirmed the revised programme for submission of the outline planning application.		
6. Landowner Update		
6.1		
AJ provided an update on progress in respect of negotiations with landowners within the area of search.		
7. Fee Tracker		
7.1		
The Board reviewed the latest fee tracker.		
8. Date of next meeting		
8.1		
The Board noted the date of the next Collaboration Board meeting – 14 th March 2018		
9. AOB and Close		
9.1		
<u>Engagement</u> – AJ and JW had attended meetings with Lympne Parish Council, Aldington Parish Council and the Heart Forum.		
9.2	RK	2 Mar 2018
<u>Billboard</u> – The Board agreed to explore the feasibility of a billboard on the Otterpool Park site		
9.3	RK	2 Mar 2018
<u>Water and drainage</u> – The Board requested an update on progress with water and drainage technical work.		